

# CityScape Grant Program

City of Gunnison, Colorado

Spring, 2006

## Purpose of the Program

The purpose of the CityScape Grants program is to improve the visual appearance of the City through cooperative efforts between the City and its residents and businesses. This program is supported by the City's Master Plan which states that we will *create a visual appearance within the City which is clean, attractive, and appealing to Gunnison residents and visitors and which increases community pride.*

The City of Gunnison CityScape Grant program consolidates all of the grants available to property owners to improve the physical appearance of our community into one simplified, streamlined application process when they are considering a comprehensive approach to the improvements. This program combines the individual programs of Appearance Grants; 50/50 Concrete Grants; and free street trees. If a property owner needs **ONLY TREES** or **ONLY CONCRETE WORK**, he/she should call Paul Morgan, City Public Works Department, 641-8321 directly, and not complete a grant application.

- ! The **Appearance Grants** program assists property owners within the City limits with improvements to the public rights-of-way adjacent to their properties.
- ! The **50/50 Concrete Grants** program shares the cost of improvements to concrete infrastructure such as sidewalks or curb and gutter within the public rights-of-way with the property owners. **Private driveways, step out strips, curb cuts, private walks, and decorative treatments are not eligible for funding.**
- ! The **Trees Grants** program provides free trees to property owners for installation within the City's public rights-of-way.

Trees will not be permitted at intersections which would reduce visibility or underneath overhead power lines.

## Who May Qualify for a Grant

Any property owner within the City wishing to improve the public right-of-way adjacent to his/her property may apply for a CityScape Grant.

This program will accept applications from public entities, individuals or businesses. In deciding whether to apply, a property owner should consider whether the project will result in visual improvements which provide a benefit to the community as a whole. **Please note that grant recipients from the previous year and members of the CityScape Grants Review Committee are ineligible to apply for grants.**

## The Review Process

A committee, including representatives from the community as well as City staff, will review the applications. The review criteria include safety, public need, scope of improvement, property owner commitment to cost sharing and maintenance, project visibility, incompleteness of past applications, and other elements.

## Awards

Property owners who receive a CityScape Grant must complete all work by the end of October of the same calendar year. A contract with the City stating the proposed improvements to the right-of-way along with the estimated costs of the project must be signed by the applicant.

Property owners who are awarded trees from the City must agree to plant and care for them. Property owners who are awarded a 50/50 concrete grant will be awarded the grant on a 50/50 cost sharing agreement with the City. The City will arrange for the work to be done to City specifications and schedule the work with a qualified contractor. The owner will be billed for the work by the contractor and that bill is payable within 30 days of the date of billing.

It is anticipated that appearance grant awards will be announced by the middle of May of each year.

Conditions may be attached to the grant award. Such conditions may include requirements for maintenance and upkeep; modifications to the

site plan; the execution of a license agreement; and acquisition of required City permits. The City's Community Development Department can assist you with the permit application process.

**All projects must be completed by October 31, 2006. If the project is not finished by this date, funds may not be awarded.** A final report is due to the City within 30 days of completion of the project, but no later than November 30th. The report shall include: **1. A letter detailing work completed or not completed, 2. A breakdown of costs showing how grant monies were spent, 3. Receipts showing actual costs and, 4. Photographs of the improvements.** Appearance grant monies will be dispersed after the final report has been submitted to, and approved by the City Community Development Department.

**In the event a project cannot be started by June 1<sup>st</sup> or you no longer wish to pursue the grant, please provide a status report no later than June 30, 2006.**

### How to Apply

Application forms must be postmarked or hand delivered by 5:00 p.m., Friday, April 28, 2006 to the Community Development Department at 201 W. Virginia, P.O. Box 239, Gunnison, Colorado, 81230. Applications may be obtained from the City's Community Development Department.

### Helpful Hints

- All materials must be purchased within the City of Gunnison or Gunnison County. Materials not purchased from these areas will not be reimbursed by the grant.
- Landscaping includes features such as perennial flowers, grass, planters, benches, lamp posts, public art, irrigation, and water features. Bridges over City ditches and rental equipment are not eligible for grants. **Permanent structures may require a license agreement with the City.**
- In the case of Appearance Grants, only the cost of materials may be paid out of the grant. **Labor costs, as well as City sales tax, will not be reimbursed.**
- Property owners should plan for 50 years of growth of street trees when considering where to plant them.
- All designs should conform to applicable City Codes and Construction Standards.
- All applicants must check with the City's Public Works Department for utility locations before any digging may begin (1-800-922-1987).
- Getting advice from City staff before you submit your application is a good idea. Just call us at the numbers below. We will visit with you on site.
- A Grant application is more competitive if the property owner Amatches® the request with his/her own funds or value of in-kind labor.
- Only the City right-of-way portion of homeowner irrigation projects will be reimbursed.
- Homeowners are encouraged to utilize the City ditch system when designing irrigation projects.
- Please consider drought tolerant plants, xeriscaping, and water conservation in your design.
- One request per resident or business owner please.
- Successful Grantees must wait out one grant cycle before re-applying (except for phased projects, as identified in the grant application).
- Deadline for grant applications is Friday, April 28, 2006.

**For More Information** Call the City of Gunnison, Community Development Department, 641-8090.